



County of Los Angeles CHIEF EXECUTIVE OFFICE

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WILLIAM T FUJIOKA
Chief Executive Officer

Board of Supervisors
GLORIA MOLINA
First District

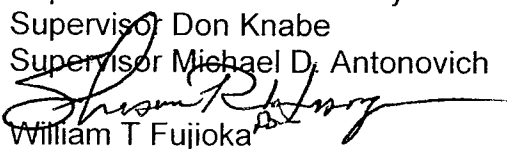
YVONNE B. BURKE
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

August 12, 2008

To: Supervisor Yvonne B. Burke, Chair
Supervisor Gloria Molina
Supervisor Zev Yaroslavsky
Supervisor Don Knabe
Supervisor Michael D. Antonovich
From: 
William T Fujioka
Chief Executive Officer

HEALTH AND PUBLIC HEALTH GRANT OPPORTUNITIES - STATUS REPORT

- On March 4, 2008, on motion by Supervisor Burke, your Board instructed this Office to work in conjunction with the Directors of the Departments of Health Services (DHS) and Public Health (DPH) to: review current practices and procedures within their departments for identifying and responding to requests for grant proposals and make recommendations for improvements to each department's policies to yield greater parity to help those areas with the highest need; develop a tracking system, whereby your Board receives notifications on a quarterly basis of any missed grant opportunities by DHS and DPH, including any individual facilities; and to report back to your Board within 30 days with findings and recommendations.

This is to advise your Board that we have reviewed the current grant guidelines and procedures that are in place within DHS and DPH and are providing that information below. However, an additional 30 days is required to formulate our final findings and recommendations. This Office, in collaboration with DHS and DPH, is currently exploring best practices of other County departments to enhance the departments' ability to identify and develop proposals for grant funding, as well as monitor and track grant-related activities.

"To Enrich Lives Through Effective And Caring Service"

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Existing procedures within DHS and DPH include:

- For many years, DHS and DPH have incorporated guidelines and policies established by the County Grants Manual (Manual) within their respective contracts and grants reporting units. The Manual provides:
 - Information, guidance and advice in the development and management of grants and other external sources of financial or material assistance;
 - Policies established by your Board regarding the use of grant funds to strengthen and improve services to the public;
 - Tracking of grant fund expenditures to ensure full utilization of grant funds; and
 - Reporting to your Board grants the County has applied for and the status of the applications to ensure your offices are adequately informed.
- Due to the diverse nature of the programs and services provided by both departments, the volume of grant opportunities available, and the absence of staff tasked with providing grant research, field experts are relied upon as the initial source for obtaining information on potential grant opportunities.

If you have any questions, please contact me or your staff may contact Dorothea Hayes at (213) 974-6837, dhayes@ceo.lacounty.gov or Tami Omoto-Frias at (213) 893-9741, tomoto-frias@ceo.lacounty.gov.

WTF:SRH:SAS
MLM:DHH/TOF:yb

c: Executive Officer, Board of Supervisors
County Counsel
Interim Director, Department of Health Services
Director and Health Officer, Department of Public Health